

**Newlin Township
Board of Supervisors
Meeting Minutes
November 8, 2021**

Call to Order: The Board of Supervisors' monthly meeting convened at 7:30 p.m. on Monday, November 8, 2021, at the Township Garage located at 1751 Embreeville Road. Present were Supervisors Bill Kelsall (Chair), Bob Pearson and Jim Cornell, and Secretary/Treasurer Gail Abel.

Announcements: Mr. Kelsall announced that the Board had held an executive session on Wednesday, November 1st to discuss an employee matter. Mr. Cornell also noted that at the October meeting the Supervisors had discussed applying for a FEMA/PEMA Hazard Mitigation Grant in order to remove the millrace dam on Brandywine Creek near Embreeville Mill, but the Mill's, owner Robin Reynolds, had subsequently objected on the basis that this would adversely affect the character of the Mill property. No application was filed.

Comments: At the October meeting, the Supervisors invited discussion concerning their announced intention to vacate a portion of Laurel Road (the exact metes and bounds yet to be determined). At tonight's meeting Richard Mitchell, residing at 615 Laurel Road, requested that the Township continue to maintain the portion of Laurel Road from his driveway to Strasburg Road as a public Township Road.

Minutes: Ms. Abel presented the minutes of the October 11, 2021, Board Meeting and the November 1, 2021, Budget Work session. Mr. Pearson's motion to approve those minutes was seconded by Mr. Cornell and unanimously approved.

Financial Report: Ms. Abel presented the monthly Financial Report: As of October 31, 2021, the Township had \$936,194.39 on deposit, including \$547,584.03 in general and unrestricted funds. Overall, this represents a net decrease of \$670,414.69 since September 30, 2021, primarily as a result of the previously-announced acquisition of the third (and final) Laurel Road property acquisition. Mr. Pearson's motion to accept the Financial Report was seconded by Mr. Cornell and unanimously approved.

Payment Authorization: Ms. Abel presented a list of pending bills, invoices, and other recurring/routine payments totaling \$74,141.98 - \$67,984.64 from the General Fund and \$6,157.34 from the State Liquid Fuel Fund - and requested payment authorization. Mr. Pearson's motion to authorize the payment of the listed items was seconded by Mr. Cornell and unanimously approved.

Aqua Stormwater Agreements: Ms. Abel noted that the Township had received a proposed Stormwater Best Management Practices Operation, Maintenance, and Inspection Plan and Agreement by and between Aqua Pennsylvania Wastewater, Inc, Newlin Township, Newlin Green Homeowners Association, and Jell Properties, LLC (as owner of the property at 1008 Wawaset Road) . She advised that Craig Kologie, the Township's Zoning and Code Enforcement Officer had reviewed the plan and had confirmed that it is complete and in compliance with the Township's Stormwater Management Ordinance. She further advised that after approval and signature, the agreement will be recorded at the Chester County Recorder of Deeds.

Mr. Cornell's motion to approve the plan and agreement and to authorize the Chair to sign the agreement was seconded by Mr. Pearson and unanimously approved.

Designation of Agent for Tropical Depression Ida: Ms. Abel requested that the Board approve the following documents in order to qualify for relief for damages inflicted by Tropical Depression Ida, the Township:

- PEMA-DAP-1 Designation of Agent Resolution (naming the Township Secretary as Agent)
- PEMA-DAP-02 Public Assistance Grant Program Agreement
- Bank Account Verification Form

Mr. Pearson's motion to authorize the execution of the documents as presented was seconded by Mr. Cornell and unanimously approved.

Proposed 2022 Budget: Mr. Kelsall noted that the proposed 2022 Budget does not include significant changes except for the fire and emergency services ("EMS") categories: Those expenses are increasing by \$29,388. over 2021 Budget amounts, reflecting both additional paid firefighters at Longwood and Kennett Fire Companies and an increase in the Township's share of the expenses of the Kennett Fire and EMS Regional Commission due to recent increases in Newlin Township fire/EMS call volume. He advised that due to this budget change, Newlin's 2022 projected fire/EMS expenses will exceed the Township's Special Fire and EMS Tax revenues by \$28,122, and that since this shortfall can be expected to increase in future years, the Supervisors will soon need to consider increasing the Township's Special Fire and EMS Tax rates in order to address future shortfalls.

Mr. Kelsall also pointed out that mainly as a result of the fire/EMS increases, the proposed 2022 budget shows a deficit of \$19,418.16, but noted that the Township's current balance of general and unrestricted funds (\$547,584.03 as of October 31, 2021) would be more than adequate to cover this deficit.

Mr. Mitchell asked why highway construction was budgeted to increase from \$50,000 to \$100,000. Mr. Pearson explained that this related mainly to plans to repair Marlboro Springs Road and a section of Laurel Road.

Adjournment: Upon Mr. Pearson's motion, seconded by Mr. Cornell, the meeting was adjourned.

Time: 7:53 p.m.

Respectfully Submitted,

Gail Abel, Secretary

